



**CULTURE AND ARTS COMMISSION
AGENDA**

Thursday, April 20, 2017 • 6:30 p.m. • San Bruno City Hall, 567 El Camino Real, Room 115

WELCOME TO OUR COMMISSION MEETING

If you wish to speak on an item under discussion by the Commission and appearing on the agenda, you may do so upon receiving recognition from the Commission Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC DISCUSSION. Please state your name and address; if you are representing an organization, please state the name of the organization. In compliance with American Disabilities Act, individuals requiring accommodations for this meeting should notify us 48 hours prior to meeting (616-7180).

Please note: Commission policy allows a maximum of three (3) minutes for individual comments.

1. **CALL TO ORDER/ROLL CALL:**
2. **PLEDGE OF ALLEGIANCE:**
3. **APPROVAL OF THE AGENDA:**
4. **APPROVAL OF THE MINUTES:** March 16, 2017
5. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** (Note: Commission's policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Commission from discussing or acting upon any matter that is not on the agenda. Non-agenda issues rose by members of the public or by the Commission may, at the discretion of the Commission, be scheduled for consideration at future meetings.)
6. **CONSENT CALENDAR:**
7. **NEW BUSINESS:**
 - a. Community Art Gallery Program Selection of Artists
 - b. Selection of Films for the September Movies in the Park for Community Voting
8. **UNFINISHED BUSINESS:**
 - a. Further Discussion on Use of Polymer Wraps for Traffic Signal Controller Boxes Art Project
 - b. Discussion of Word Art Project
9. **EXCLUDED CONSENT:**
10. **ITEMS FROM STAFF:**
11. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** (Note: Commission's policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Commission from discussing or acting upon any matter that is not on the agenda. Non-agenda issues rose by members of the public or by the Commission may, at the discretion of the Commission, be scheduled for consideration at future meetings.)
12. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:**
13. **ADJOURNMENT**

**** POSTED PURSUANT TO LAW ****



MEETING MINUTES

Culture and Arts Commission March 16, 2017

1. **CALL TO ORDER/ROLL CALL:** Chair **Gamble** called the meeting of the Culture and Arts Commission to order at 6:30 p.m. Commissioners present: Chair Pamela Gamble, Vice Chair Carolyn Livengood, Jeanne George, Bardi Rosman Koodrin, and Pamela Madden. Commissioners Absent: Carlos Gonzalez and Melodie Tobin. Staff: Kerry Burns, Tim Wallace and Ludmer Aker.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Madden led the Pledge of Allegiance.
3. **APPROVAL OF THE AGENDA:** **MSC Madden/Rosman Koodrin** for approval of the agenda. Approved unanimously.
4. **APPROVAL OF MINUTES:** **MSC Rosman Koodrin/Madden** to approve the minutes of the January 19, 2017 Culture and Arts Commission meeting. Approved unanimously.
5. **PUBLIC COMMENT:** None.
6. **CONSENT CALENDAR:** None.
7. **CONDUCT OF BUSINESS:**
 - a. Commission Sponsorship of Community Day in the Park Children's Art Project – Superintendent Wallace presented options of different types of art projects that the Commission can deliver on Community Day for children to do. The Commission deliberated and agreed to deliver the stained glass sun catcher project during Community Day in the Park.
 - b. Discussion of Commission Participation in Dia de los Ninos – Chair Gamble asked if a date had been selected for Dia de los Ninos and Director Burns responded that the School Board had not yet selected a date. The Commission agreed that it would be best to continue the discussion to November to better prepare for the 2018 Dia de los Ninos.
 - c. Discussion of Word Art Project – The Commission moved this discussion to the following meeting to have input from all Commissioners.
8. **UNFINISHED BUSINESS:**
 - a. Report on Caltrans Permitting Process for Traffic Signal Controller Boxes Art

Project – Superintendent Wallace updated the Commission on the Caltrans permitting process for painting the traffic signal controller boxes selected by the Commission. Caltrans prefers that the traffic signal controller boxes use a polymer wrap instead of directly painting the boxes. He added that the polymer wrap will increase the cost of each box by \$800-\$1,200 but it also increases the life expectancy by 5-7 years. Director Burns added that with a polymer wrap the Commission will have greater control over the art work that is placed on the box and it will be safer for the artist since the painting will not occur in the right of way. **MSC Livengood/George** to use the polymer wraps for the Traffic Signal Controller Boxes Art Project. Motion carried with 3-2 vote. Commissioner Rosman Koodrin requested staff to provide more specifics about what artists will be required to submit for a polymer wrap art project. Superintendent Wallace will report back to the Commission at their April meeting.

- b. Update on Community Art Gallery Program – Superintendent Wallace told the Commission that there are 13 artist submissions with one day left before the deadline. He would update the Commission with the final list during their April meeting.
- c. Update on Possible Intersection Pavement Art Project – Superintendent Wallace informed the Commission that he had contacted Millbrae for information regarding their intersection pavement art project. The cost was approximately \$40,000 and required a two day street closure. The Commission deliberated and chose not to proceed with the project.
- d. Report on Status of Mural at Centennial Plaza – Superintendent Wallace told the Commission he spoke with the artist of the mural at Centennial Plaza and it would cost approximately \$16,000 to repair the damages caused by weathering. The artist stated there would not be any significant further degradation over the next two years. Superintendent Wallace added that currently the City is working on a Downtown Streetscape Plan that might affect Centennial Plaza. Director Burns added that staff would know over the year what will happen with the Downtown Streetscape Plan and would update the Commission periodically as events warrant.

9. **EXCLUDED CONSENT:** None.

10. **ITEMS FROM STAFF:** None.

11. **PUBLIC COMMENT:** None.

12. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:** Commissioner Livengood requested that future minutes for the Culture and Arts Commission include first and last names under the "Roll Call" section.

13. **ADJOURNMENT:** With no other business to be conducted, **Chair Gamble** adjourned the meeting at 7:34 p.m.



CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT

DATE: April 20, 2017
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Community Art Gallery Program Selection of Artists

BACKGROUND:

The Culture and Arts Commission created the Community Art Gallery Program in 2012. Each year a call for artists is created and the Commission chooses three artists to exhibit their works at the Library for four months each in succession.

DISCUSSION:

A Call for Artists was developed and distributed with a deadline date of March 17. The Commission received 21 submissions for consideration. Each artist submitted at least five, but not more than 15 digital images of the works they proposed to exhibit. These images have been transferred to a PowerPoint slideshow which will be shown to the Commission at their April meeting. The Commission is requested to select three artists to exhibit works.

The Commission is requested to make its selections based on technical expertise, creativeness and appropriateness of the images. San Mateo County artists will be awarded extra consideration to recognize their contribution to the local community.

Winning artists will be notified by May 1. These artists will begin exhibiting their works at the San Bruno Library by July 1.

FISCAL IMPACT:

None.

ATTACHMENTS:

None.



CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT

DATE: April 20, 2017
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Selection of Movies in the Park for Community Voting

BACKGROUND:

Each year the Culture and Arts Commission hosts Movies in the Park every Friday during the month of September. The Culture and Arts Commission reviews the movies available from the movie distributor, Swank Productions, and selects 10 for community voting.

DISCUSSION:

Staff is requesting that the Culture and Arts Commission select 10 of the movies on the attached list. Once the selections have been made, they will be put on the City website for the Community to vote on through the month of July. The top five movies will be selected and be screened in September.

FISCAL IMPACT:

None.

ATTACHMENTS:

Movie list.

September Movie Dates

- September 1, 2017
- September 8, 2017
- September 15, 2017 (1st night of St. Robert's Festival)
- September 22, 2017 (Overnight in the Park)
- September 29, 2017

Top Disney Animated Films

Inside Out
Frozen
Aladdin
The Incredibles
Monsters University
Brave
Up
Wreck – It Ralph
Cars
Planes Fire and Rescue

Top Family Movies of All Time

ET
Raiders of the Lost Ark
The Wizard of Oz
The Goonies
Paddington

Top Disney Live Action Films

Pirates of the Caribbean
The Avengers
Maleficent
Mary Poppins
McFarland USA
Hocus Pocus
The Muppets Movie
Cinderella (2015)
Remember the Titans
Honey I Shrunk the Kids

Top Releases 2016

Rogue One: A Star Wars Story
Hidden Figures
SING
The Jungle Book
Moana
Finding Dory



CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT

DATE: April 20, 2017
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Further Discussion on Use of Polymer Wraps for Traffic Signal Controller Boxes Art Project

BACKGROUND:

The Culture and Arts Commission has selected six traffic signal controller boxes to be used for an art project. Artists for this project will be selected through a RFP process. Each box will have a specific theme.

The location and themes of the boxes are as follows:

Box Location	Theme
Sneath Lane at El Camino Real	Patriotism
San Bruno Avenue West at Cherry Avenue	High Tech
San Bruno Ave East at 3rd Avenue	History
Sharp Park Road at Pacific Heights Boulevard	Education
El Camino Real at Interstate 380	Mission Bell
Crystal Springs Road at Cunningham Way	Nature

A discussion of CalTrans' desire to have plastic polymer wraps adhered to the traffic signal controller boxes rather than having artists paint directly on the boxes took place at the January 19, 2017 Culture and Arts Commission. The Commission voted to move forward with the use of polymer wraps at the March 16, 2017 meeting.

Polymer wraps are created by digitally scanning art works and then converting the digitized art into a wrap. Since the art works are digitally scanned, the Commission was interested in determining if paint based artists will be required to create works that will be the same size as the traffic signal controller boxes or if their works could be smaller than the boxes.

DISCUSSION:

The Town of Los Gatos has conducted two rounds of utility box art using polymer wraps. Staff contacted the polymer wrap vendor used by the Town of Los Gatos regarding size requirements for box art submissions.



CITY OF SAN BRUNO

COMMUNITY SERVICES DEPARTMENT

This vendor reported that paint based submissions should be at least as large as the four sides and top of the actual traffic signal controller box. Works that are smaller than the actual box size can cause pixilation. Pixilated works will appear out of focus.

Computer generated art, as opposed to paint based art, does not need to meet physical size requirements since it is not a physical product. Staff is requesting direction from the Commission regarding the use of computer generated art for this project.

Because paint based art and computer generated art are different, a different look and feel can result based on which medium is used to create a work of art. Staff is requesting direction from the Commission whether to allow submissions that use either medium or to limit this project to paint based art or computer generated art.

FISCAL IMPACT:

None.

ATTACHMENTS:

None.



CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT

DATE: April 20, 2017
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Discussion of Word Art Project

BACKGROUND:

At the Culture and Arts Commission meeting of January 19, 2017 Commissioner Livengood requested Commissioner Tobin discuss a word art project originally suggested by Commissioner Tobin at a previous meeting.

DISCUSSION:

Details of this project will be shared by Commissioner Tobin.

FISCAL IMPACT:

None.

ATTACHMENTS:

None.